

CAPITAL BUDGET PROCEDURES

September	BOCC review of the Capital Improvements Program (CIP) Calendar, Policies and Cost Inflatons. CIP forms sent to County Departments, Agencies and Municipalities. Board of Education (BOE) presents State School Construction request of IAC.
October	Part 1 of CIP update submissions due to the Budget Office.
November	Part 2 of CIP request submissions due to the Budget Office.
December	Issue Initial CIP .
January	Staff worksessions and meetings with agencies and departments. BOCC Administrative Business - presentation of debt affordability analysis. BOCC Administrative Business - Staff Recommended CIP Briefing.
February	Issue Staff Recommended CIP and Capital Budget. Planning Commission - review of the Staff Recommended CIP. BOCC Administrative Business - Review Staff Recommended CIP and meeting with requesting agencies and departments.
March	BOCC Administrative Business - Review Staff Recommended CIP and meeting with requesting agencies and departments. Public Hearing on the CIP and Capital Budget. BOCC Administrative Business - discussion of CIP and Capital Budget regarding Public Hearing Input.
May	BOCC Administrative Business - Finalize CIP and Capital Budgets, as necessary.
June	Adoption of the Fiscal Year Operating Budget, Capital Budget and Capital Improvements Program.